

# Town of St. Germain

## Independence Day Committee, Meeting Minutes via Zoom

January 20, 2021

1. Call to order: By Cookie Lough at 5:28 pm
2. Meeting posting verification: Posted by January 15, 2021
3. Roll call, confirm quorum: Ted Ritter/Jim Swenson, Jeff Sauer, Julaine Nampel, June Vogel and Cookie Lough and 3 community members; Lois Ruediger, Jeanna Vogel, Barb Steinhilber and Ken Dahnke.
4. Public comments: Jeanna Vogel, running for town treasurer, introduced herself.
5. Approve minutes of December 29, 2020. Motion made by Jeff Sauer to approve minutes as presented, second by Nampel. Discussion none. By voice call vote: Vogel – yes, Sauer – yes, Ritter – yes, Nampel – yes, Lough – yes.
6. Review the new Independence Day Celebration Committee page on town website. The new resolution is on the website and names will be added at next town board meeting. Discussion on adding pictures of event from years past.
7. Discussion of Craft Show Planning Details
  - a. Resignation of chair/appoint new chair. Discussion assigning Lois as chair of craft show. Lois cannot do this any longer, need to find someone else. Lois willing to be there in an advisory capacity. Lou Clark, previous chair, felt she had to resign, due to COVID pandemic. Lois has already spoken with Bridgette Ryan, Amanda Steimke and Jan Holzner – all 3 are not interested in chairing. Discussion on chair possibilities. Perhaps an organization, youth group/high school group with advisor, church group or the Chamber of Commerce. 2019 revenue was around \$1900.00, this event could grow. Lois gave overview of time commitment. Does the craft show retain people on the grounds? Yes, people seem to hang around more. Outreach letter to organizations to offer this opportunity to them first. Make it a money making event for organization vs going back to the youth funding. Vendors are charged \$45.00 for a booth. Lois will get break down of expenses.
  - b. What deadlines do we have to meet? Applications need to go out by end of February. Lois would be willing to do via email. Insurance questions would need to be answered and who does the vendor make the check out to.
  - c. Insurance Issues that need to be reviewed. By making this a standing committee of town board, activities fall under town's insurance umbrella. Ted has sent

questions to agent who then forwards them to insurance company and eventually does get questions answered back. Concerned with events that expose children to potential harm; inflatables, fireworks. For services that pose harm, those vendors will need to provide town with proof of insurance (1 million dollar coverage) and a hold harmless agreement prior to contract being signed. Looking at how the town handles insurance for flea market. Perhaps we need to purchase a 1 day policy rider for Independence Day event. Summarized in a resolution and sent to a town attorney for review, need to resolve at town board level. Ted will pursue questions and answers.

- d. How many crafters (vendors) have been notified. None
  - e. Have all monies been returned to crafters who registered for the show last year which was canceled. Many of the crafters have been in touch with Lois and none of them have received checks back/cashed nor were they notified show was canceled for 2020.
  - f. Prizes and monies left over from previous years. Per Lois she turned \$1200.00 over to Lou Clark. Money should be held in town account. Cookie will write Lou Clark a letter asking for those funds. Discussion on where to store the prizes/supplies for craft show.
  - g. Identification of youth organizations who will be receiving profits from show. Tabled until we have a craft coordinator.
  - h. Has the radio station been contacted. Tabled until we have a craft coordinator
  - i. Is there anyone else the committee should be contacting for marketing purposes. Tabled until we have a craft coordinator
8. Next meeting February 2, 2021 at 5:30 pm

Meeting adjourned at 6:45 pm